

Seminars 2004 - 2005

DONORS ARE PEOPLE TOO:

BUILDING RELATIONSHIPS THAT RAISE MONEY

Wednesday, September 29th, 2004

Speaker:

Melanie M. Brandston, Senior VP,
Brakeley Briscoe

THE CHANGING LANDSCAPE OF NONPROFIT GOVERNANCE

Wednesday, October 20th, 2004

Speaker:

Julie L. Flock, CPA,
Eisner LLP

DEVELOPING BOARDS OF NONPROFIT ORGANIZATIONS

Thursday, November 11, 2004

Speaker:

Ralph Dickerson, Former President and CEO
United Way, NYC

ALIANZA DOMINICANA

Wednesday, December 1, 2004

Speaker:

Moises Perez,
Executive Director

TEN IDEAS IN TWENTY MINUTES

WHAT THEY MIGHT MEAN FOR YOU AND FOR PHILANTHROPY

February 9, 2005

Speaker:

Hank Goldstein President & CEO
The Oram Group, Inc.

LOBBYING AND ADVOCACY FOR NONPROFIT ORGANIZATIONS

Thursday, March 10, 2005

Panelists include:

Catherine Abate,
Community Healthcare Network;

Lilliam Barrios-Paoli,
Safe Space;

Cynthia Dames,
Dames & Reid;

Kim Gilliland,
Hunger Action Network of NY State;

Frank Mauro,
Fiscal Policy Institute;

Vincent Montalbano,
Montalbano Initiatives;

Gail Nayowith,
Citizens' Committee for Children;

Lillian Rodriguez Lopez,

Hispanic Federation;

John Small,

Non-Profit Coordinating Community;

Susan Stamler,

United Neighborhood Houses;

Frank Tramantino,

NYC Council, Finance Division

CONSULTING DAY

Wednesday, March 30, 2005

MORNING SESSION: 9:00 am - 12:00 pm

Topic: **Board of Directors**

Consultant: **David LaGreca,**

The LaGreca Company

Topic: **Budget, Finance & Accounting Systems**

Consultant: **Lynne Weikart,**

Professor Baruch College, School of Public Affairs

Topic: **Entrepreneurship and Nonprofit Organizations**

Consultant: **James Lisher**

Former Chairman and Managing Director, Lisher & Company, Inc. Former
Chairman

and CEO, STRIVE of Fairfield County

Topic: **Faith Based Nonprofit Challenges**

Consultant: **Alfred Gill Jr.,**

President/CEO of Faith Initiatives Development Corporation

Topic: **Fundraising in 2005**

Consultant: **Hank Goldstein,**

President/CEO of the Oram Group, Inc.

Topic: **The Role of the Nonprofit CFO**

Consultant: **Mark Trozzi,**

Management Consultant

Topic: **The Fiduciary's Role, Recommending an Investment Advisor**

Consultant: **Jason Graybill,**

CFA, Managing Director Abner, Herrman & Brock Asset Mgt.

Topic: **Marketing Your Organization on A Shoestring**

Consultant: **Deborah Radman,**

Managing Director Stanton Communications Inc.

Topic: **Nonprofit Marketing Strategies**

Consultant: **Harvey Hirsch,**

Consultant

Topic: **Organizational Capacity Building**

Consultant: **Aimee R. Thorne-Thomsen,**

ED, Pro-Choice Education Project

Topic: **Personal Career Management and Using a Coach**

Consultant: **Linda Hall,**

Executive Coach

Topic: **Planning for Retirement**

Consultant: **Richard Pace**,
Former Executive Vice President & Chief Technologist, Bank of New York and
President, Oratorio Society Of New York

Topic: **Problems in Social Service Delivery**

Consultant: **Jack Krauskopf**,
Distinguished Lecturer Baruch College, School of Public Affairs

Topic: **Program Measurement and Accountability**

Consultant: **Kim Sabo**,
Kim Sabo Consulting

Topic: **Starting a Nonprofit Organization**

Consultant: **Joseph Cruickshank**,
Former Director Nonprofit Group, School of Public Affairs at Baruch College

AFTERNOON SESSION 1:00pm - 4:00pm

Topic: **Accounting**

Consultant: **Julie Floch**,
CPA Director of Not-for-Profit Services, Eisner LLP

Topic: **Board Recruitment and Development**

Consultant: **Arlene Swartz**,
President, Swartz Consulting, Inc.

Topic: **Communicating Your Nonprofit's Message**

Consultant: **Jill Siegal**,
Executive Director, Overcoming Obstacles

Topic: **Fundraising in 2005**

Consultant: **Mark Wille**,
Founder, MRW Consulting

Topic: **How to Work With Foundations**

Consultant: **Andrew S. Fisher**,
Executive Director, Luvelle Fund for the Blind, Inc. Formerly with Charles Hayden
Foundation, Wallace Foundation and Chase Philanthropic Programs

Topic: **Individual Special Gift Solicitation**

Consultant: **Dolores Swirin**,
Executive Director, New York City Leukemia & Lymphoma Society

Topic: **Issues Facing a New ED**

Consultant: **Ralph Dumont**,
ED, Lower East Side Family Union

Topic: **Managing Retrenchment**

Consultant: **Emily Menlo Marks**,
Consultant, Anthony Knerr & Associates, Former Executive Director, United
Neighborhood Houses

Topic: **Managing Volunteers**

Consultant: **Susan Chambre**,
Professor and Deputy Chair, Department of Sociology, Baruch College, CUNY

Topic: **Program Measurement and Accountability**

Consultant: **Dan Williams**,
Professor, Baruch College School of Public Affairs

Topic: **The Role of the Executive Director**

Consultant: **David Andrews**,
Executive Director, Population Communications International
Topic: **Strategic Planning**

Consultant: **Fred Lane**,
Professor, Baruch College, School of Public Affairs
Topic: **Technology for Nonprofits**

Consultant: **Bills Ferns**,
Computer Information Systems Baruch College

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'70, MBA '75) Schlein

WIN WIN STRATEGIES TO BRIDGE THE GRANTOR/GRANTEE DIVIDE

Wednesday, April 20, 2005

Speaker: **Michael Seltzer**, who has been active in the philanthropic and nonprofit sectors since 1968, and current President of New York Regional Association of Grantmakers (NYRAG), will be our speaker.

INVESTING FOR NONPROFIT ORGANIZATIONS EVEN IF YOUR NEST EGG IS

SMALL

May 11, 2005

Guest Panel:

Dall Forsythe, Chief Administrative Officer
Episcopal Diocese of New York

Jason Graybill, Managing Director
Abner, Herrman & Brock Asset Management

Seminars 2003 - 2004

October 3, 2003

CREATING A THEORY OF CHANGE FOR YOUR ORGANIZATION

Panel: Kim Sabo, Ph.D, Kim Sabo Consulting Helene Clark, Ph. D, Director,
ActKnowledge, Inc.

Summary: Drs. Sabo and Clark introduced the Seminar participants to Program Logic

Models and Logic Models as Planning and Evaluation Tools. They then shared practical

examples of how these practices had been applied at specific nonprofit organizations

before having small groups use this approach to solve specific problems. Each participant left the Seminar equipped to apply Logic Models within their own organizations.

October 22, 2003

LEGAL AND PRACTICAL CONSIDERATIONS FOR NONPROFIT MERGERS

Moderator: Joseph Cruickshank, School of Public Affairs Panel: Sean Delany,
Executive

Director, Lawyers Alliance for New York, Inc. Ben Esner, Deputy Director,
Independence Community Foundation Sr. Pauletter LoMonaco, Executive
Director,

Good Shepherd Services Robert McMahon, Executive Director, St. Christopher-Ottile

Summary: This presentation looked at nonprofit mergers first from the point of view of

the legal requirements involved in this action and how funders view and can assist

mergers. Then two of New York City's most senior nonprofit leaders took the seminar

participants through the several mergers they had accomplished, highlighting the practical and human considerations they had experienced.

November 20, 2003

FISCAL OVERSIGHT RESPONSIBILITIES OF THE NONPROFIT BOARD

Moderator: Stan Altman, Dean, Baruch College School of Public Affairs Keynote

Speaker: Julie L. Floch, CPA, Director of Not-for-Profit Services, Eisner LLP

Summary: This Evening of Excellence presentation reviewed the legal and practical

responsibilities of Board members of nonprofit organizations. Ms. Floch highlighted that

fact that while new accountability requirements make Board service appear daunting, in

fact this development is helping define the role that Board members have in the overall

work of nonprofit organizations.

December 3, 2003

HOW TO BURNOUT PROOF YOUR NONPROFIT ORGANIZATION

Panel: Gene Gitelson, Career Consultant & Executive Coach Janis Orlofsky, Licensed

Clinical Social Worker Nancy Wackstein, Executive Director, United Neighborhood

Houses of NY

Summary: The 3rd December proved to be just the right timing for a seminar with a

topic How to Burnout Proof Your Nonprofit Organization. Twenty-five people gathered in

the conference room to hear what Gene Gitelson, Janis Orlofsky and Nancy Wackstein

had to say on the subject.

The panelists first talked about some factors leading to organizational burnout: chronically difficult job demands, low resources, conflicts between people,

divergence

between values.

How can we overcome all of these threats that take away our energy and make us so

prone to stress and fatigue? Many ways were brought forward in the flow of the lecture.

We could change the way we do repetitive tasks. We could do muscle relaxation. Visual imagery could be summoned to alleviate tension. We could try decompression on our way to work. We could take part in leisure activities.

Later on Gene Gitelson posed some important questions and talked about their pertinence to the topic at issue. Are we engaged in a meaningful work? What are our skills and do they match with our job? The bigger these gaps are the more we expose ourselves to burnout. Nothing is more conducive to boredom and dissatisfaction than the meaningless work and the sense of no direction of our organization. Therefore it is crucial to know where we are headed and what we want in the long run, especially if we are the leaders of a nonprofit entity.

Little things can make a big difference – this was another line of thought intertwined in the discourse. There are numerous things that nonprofit leaders can do to ease the tension and pressure at the workplace. Do you want your employees to take pleasure in their work? If so, give them recognition, give them some award, throw a party for them every now and then. Bring a human touch to the daily routine. Learn to appreciate your people. Promote learning for them, provide structures for communication within the organization, stay connected. Last but not least - do not forget yourself. If you feel stressed out, then take a vacation. Do not come to the office on the weekend. Spend more time with your family. Do something nice for yourself at least once a month.

How to Burnout Proof Your Nonprofit Organization? There is no panacea to the problem. But there are numerous things we can do and the speakers brought forward the most important of them. The Q&A part proved that the people in the audience were satisfied with what they had just heard.

February 11, 2004

BAGEL BREAKFAST WITH ROB CARMONA

Summary: Robert Carmona, President and CEO of STRIVE National, talked about the challenges facing nonprofit organizations in 2004 and how responses to those

challenges are created and implemented. Themes in his presentation included the need for a strong and involved Board, constant fundraising, a clear and specific mission, and the ongoing need for passion to make the services efficient.

March 10, 2004

CONSULTING DAY

Summary: Consulting Day was the second event of this kind at the School of Public

Affairs. Last year's Consulting Day success informed us that there is huge interest on the part of nonprofit professionals for this type of service. That is why we exerted great effort to carefully prepare the second round of this event. We invited more than 30

consultants who dedicated their time during either the morning (9.00 am to 12.00 pm) or

the afternoon sessions (1.00 pm to 4.00 pm). Those participating included Baruch

College Professors: Susan Chambre, Joseph Cruickshank, Bill Ferns, Jack Krauskopf, Fred Lane, Lynne Weikart, and Dan Williams.

A quick look into the spacious room in the Vertical Campus revealed a vibrant working

atmosphere: spread around at separate tables were the consultants each one engaged

in a thoughtful conversation with their client. The 45-minute one-on-one sessions ranged in topics such as Capacity Building, Entrepreneurship, Managing Volunteers,

Personal Career Management, How to Approach Foundations, Accounting, Fundraising,

Personnel Management, Program Evaluation, Strategic Planning, Technology Essentials for Nonprofit Management, Contracting with New York State and New York

City and many others. Most of the participants had made a list of questions that they

needed advice for; still those who did not come so prepared were no less satisfied with

what they learned. The most enthusiastic participants scheduled more than one session

- it was not only a day of real professional consultation provided free of charge, but it

was a wonderful opportunity to meet new people, network and secure future contacts in

their specific field.

Whether this year's Consulting Day was a successful event can be judged by just how many participants wanted to know when the next such day is scheduled - they did not want to miss it!